



# 2024-2025 Texas Education for Homeless Children and Youth

Competitive Grant Application: Due 11:59 p.m. CT, April 23, 2024

NOGA ID

Application stamp-in date and time

TEA will only accept grant application documents by email, including competitive grant applications and amendments. Submit grant applications and amendments as follows:

Competitive grant applications and amendments to [competitivegrants@tea.texas.gov](mailto:competitivegrants@tea.texas.gov)

## Authorizing legislation:

McKinney Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A of the ESSA (42 U.S.C. 11431 et seq.)

Grant period: From 09/01/2024 to 08/31/2025

Pre-award costs: ARE NOT permitted for this grant

Required attachments: Refer to the program guidelines for a description of any required attachments.

## Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds): 0

## 1. Applicant Information

Name of organization

CDN  Vendor ID  ESC  UEI

Address  City  ZIP  Phone

Primary Contact  Email  Phone

Secondary Contact  Email  Phone

## 2. Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the grant application, as applicable, and that these documents are incorporated by reference as part of the grant application and Notice of Grant Award (NOGA):

- Grant application, guidelines, and instructions
- Debarment and Suspension Certification
- General Provisions and Assurances
- Lobbying Certification
- Application-Specific Provisions and Assurances
- ESSA Provisions and Assurances requirements

Authorized Official Name  Title  Email

Phone  Signature  Digitally signed by Dr. Jessie Cline. DN: cn=Dr. Jessie Cline, o=Clint ISD, ou=email=jessie.cline@clint.net, c=US Date: 2024.04.23 16:37:09 -0600 Date

Grant Writer Name  Signature  Date

Grant writer is an employee of the applicant organization.  Grant writer is not an employee of the applicant organization.

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**3. Shared Services Arrangements**

Shared services arrangements (SSAs) are permitted for this grant.

**Check the box below if applying as fiscal agent. See Program Guidelines for SSA limitations for this grant.**

- The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. Complete the attached **TEHCY ESC SSA Member Chart**, see the Program Guidelines for further guidance on completing the attachment.

**4. Identify/Address Needs**

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
Professional development and increasing the awareness of the importance to identify student's experiencing homelessness has been a need in our district.	Provide contracted professional training to campus and district staff to ensure students are properly identified, ensure student's rights are met and to connect students to district and/or community supports and resources. Continued PD will provide intensive support and targeted assistance to campuses that have low identification.
McKinney-Vento students have needed emergency clothing, school supplies, household items related to sleeping, and household hygiene items to assist in their participation in school activities.	Provide access to emergency clothing assistance, school supplies, household items and/or household hygiene items addressed in the allowable use of funds throughout the school year to ensure students fully participate in school activities, as needed.
McKinney-Vento students struggle with attendance in school. Providing exposure to various college and career opportunities and supplemental academic activities has shown to improve attendance.	Provide a variety of educational field trips related to STEM, academic workshops, college and career field trips opportunities. The students will be exposed to these various opportunities and campus staff will assist addressing the importance of attending school and obtaining a high school diploma. These opportunities will help students understand post-secondary and career pathways.

**5. SMART Goal**

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

By the end of the grant program, 95% of coded students will be promoted one grade level by the end of the school year, all coded 9th to 12th grade students will participate in at least one college preparedness activity, reduce the drop-out rate of coded students to less than 5%, and ensure that 95% or better of all staff are fully trained. All students will be supported through a system of consistent feedback through monthly monitoring check-ins by campus counselors or other staff, and by creating events that will afford students more opportunities to engage with other students and community/district stakeholders, which will support student's overall social/emotional well-being and school participation.

**6. Measurable Progress**

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

**First-Quarter Benchmark**

Once a month, all school counselors will check-in with homeless coded students. At the check in, they will ask for feedback in review of attendance, grades, social emotional strengths and needs with the teachers/students. School counselors will review individual graduation plans to include endorsement and or program of study periodically, along with credit attainment, and discuss whether or not the student is on track with their graduating cohort and if not, both the student and the counselor will discuss a plan to get back on track. Students will then be identified for follow-up support. Course credit will be reviewed at least twice a year. The College Readiness Facilitators will meet with students for post-secondary plans, FAFSA, transition and needs on a yearly basis. The District's Homeless Liaison will have access to all data for review and reporting purposes.

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**6. Measurable Progress (Cont.)**

**Second-Quarter Benchmark**

The District Homeless Liaison will be a part of the campus and district intervention support system to develop appropriate plans for intervention services for all coded students who have been identified by school counselors and other staff. All students who are identified as a priority will also be referred to the campus Response to Intervention (RTI) team, for more targeted support. The District Homeless Liaison will follow-up with interventions set in place and communicate all information to parent/guardian and unaccompanied homeless youth monthly, and will report back to district and campus committees. The District Homeless Liaison will review all grant activities and determine if a grant amendment is necessary.

**Third-Quarter Benchmark**

The District Homeless Liaison will ensure students participate in all scheduled summer intersession or summer school activities. The District Homeless Liaison will also review participation in educational field trips and academic workshops to ensure engagement in these activities is maximized. The District Homeless Liaison will review all grant activities and determine if a grant amendment is necessary.

**7. Project Evaluation and Modification**

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks or summative SMART goals do not show progress, describe how you will use evaluation data to modify your program for sustainability.

The collection of student data that is included in the evaluation design is conducted through the use of the district student management system and the district student assessment system. Data will also be made available from our district PEIMS and Accountability departments. The District Homeless Liaison will be responsible for reviewing and monitoring student data for homeless children and unaccompanied youth and ensure homeless students are properly coded for services. The District Homeless Liaison will continue to meet with counselors, campus/district staff and administrators to review observational data to adjust program needs. All data retrieved will support the direction of student needs and/or services so that they can continue to be successful in school.

If problems/issues are found, then the needed interventions will be made to modify the delivery of the program elements and ensure these are addressed promptly. The data collection and any correction steps will be reviewed and changes will be made, as deemed necessary to help support program sustainability. The District Homeless Liaison will review all grant activities and conduct ongoing meaningful feedback to address anything that had not already been discussed. In collaboration with the Director of Federal Programs, the Special Programs Committee and other district committees, ongoing feedback will be shared to ensure transparency. The District Homeless Liaison will review all grant activities and determine if a grant amendment is necessary.

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**8. Statutory/Program Assurances**

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee must comply with these assurances.

Check each of the following boxes to indicate your compliance.

1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3. The applicant provides assurance that they accept and will comply with Every Student Succeeds Act Provisions and Assurances requirements
4. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2025 Texas Education for Homeless Children and Youth Program Guidelines.
5. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2025 Texas Education for Homeless Children and Youth Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
6. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.
7. The applicant provides assurance that all data requests from TEA and any entity acting on the behalf of TEA are accurately and promptly reported.
8. The applicant provides assurance that performance evaluation reports are submitted for each year grant funds are received.
9. The applicant provides assurance that fiscal monitoring reports are submitted for each year grant funds are received.
10. The applicant provides assurance that the use of subgrant funds will comply with section 11432(g)(3) through (7) of the McKinney-Vento Homeless Assistance Act.
11. The applicant provides assurance that all homeless children and unaccompanied youth have equal access to the same free, appropriate public education, including public prekindergarten programs in accordance with TEC 29.153, as provided to other children and youth.
12. The applicant provides assurance that it will review and revise any policies that may act as barriers to the identification, enrollment, and retention of homeless children and unaccompanied youth; including policies related to outstanding fees, fines, absences, proof of residency, immunizations, birth certificates, guardianships, school records, transportation and other documentation.
13. The applicant provides assurance that it will provide access to educational and other services needed for homeless children and unaccompanied youth, to ensure that such children and youth have an opportunity to meet the same challenging state academic standards to which all students are held.

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**8. Statutory/Program Assurances (Cont.)**

14. The applicant provides assurance that all homeless children and unaccompanied youth receive prompt and appropriate placement in programs such as: Special Education, Career and Technical Education, Gifted and Talented, and English Learner.
15. The applicant provides assurance that it will collaborate with district stakeholders to implement and monitor early warning academic interventions, to ensure on time promotion and graduation for homeless children and unaccompanied youth.
16. The applicant provides assurance that collaboration will occur with the McKinney-Vento Liaison and district stakeholders for proper identification and coding of homeless children and unaccompanied youth.
17. The applicant provides assurance that services provided by grant funds will not replace regular academic programs.
18. The applicant provides assurance that all identified and enrolled are accurately reported in Texas Student Data System (TSDS) Public Education Information Management System (PEIMS) in a timely manner.
19. The applicant provides assurance of collaboration with local social service agencies to provide support services and community resources for homeless children, unaccompanied youth and their families.
20. The applicant provides assurance that all homeless children and unaccompanied youth receive free meals and transportation to the school of origin, when requested by the parent, guardian, or unaccompanied youth, if it is deemed in the best interest of the student.
21. The applicant provides assurance that it will remove barriers to accessing academic and extracurricular activities, including magnet school, summer school, career and technical education, advanced placement, online learning, and charter school programs.
22. The applicant provides assurance that at least one person affiliated with the management of this grant will attend required trainings
23. The applicant provides assurance to submit a detailed report that includes all grant activities and usage of funds for the 2024-2025 Texas Education for Homeless Children and Youth (TEHCY) grant.
24. The applicant provides assurance that if services are provided on school grounds, the schools can use funds to provide the same services to other children and youth who are determined by the LEA to be at risk of failing in or dropping out of school. If programming does not occur on school grounds, the applicant cannot use McKinney Vento grant funds to pay for services to at-risk housed students 42 U.S.C. Section 11433(a)(2)(B)(i).
25. Utilize TEA Other Special Populations Self-Assessment to review and analyze McKinney-Vento program implementation. This self-assessment activity must be completed by November 1, 2024, and used to inform program implementation and enhancements throughout the grant period.
26. Ensure program has a data informed plan and strategy in place to support program implementation across all campuses. Including the following data indicators: a. Review district level data to provide intensive support and targeted training and technical assistance to campuses who historically have had low or zero identification of students experiencing homelessness. b. Provide intensive support and targeted training and technical assistance to campuses who utilize the same identifier code for all students experiencing homelessness (e.g., 100% doubled-up, 100% unaccompanied homeless youth, etc.). c. Provide intensive support and targeted training and technical assistance to campuses who historically have had low or zero identification of students experiencing homelessness with a focus on campuses that have a poverty level of 30% or higher.

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**9. Statutory Requirements**

1. Provide a description of the proposed grant activities, programs, and services. This description should include how they address the identified needs and promote equitable access to program services needed to improve academic outcomes for homeless children and unaccompanied youth. Include the resources, strategies and/or systems that will be implemented to support target goals and outcomes, document progress and milestones, and observable results of the proposed grant activities, programs, and services. **(\*Complete the attached TEHCY Grant Activity Chart, see the Program Guidelines for further guidance on completing the attachment)**

Based on the needs assessment data the following activities will be supported through the grant:  
Need #1: Professional development to increase the awareness of the importance to identify student's experiencing homelessness. The grant will allow Clint ISD to provide contracted professional training to campus and district staff to ensure student's are properly identified and ensure students rights are met in order to connect students to district support system and/or community resources. PD will help provide intensive supports and targeted assistance to campuses that have low identification. The grant will afford contracted services to support this need.  
Need #2: Emergency clothing assistance, school supplies and household items related to sleeping or household hygiene items to assist coded McKinney-Vento students in the participation in school activities. The grant will provide access to emergency clothing assistance, school supplies, household items and/or household hygiene addressed in the allowable use of funds throughout the school year to ensure students fully participate in school activities, as needed.  
Need #3: Students struggle with school attendance. The grant will provide a variety of engaging educational field trips related to STEM, academic workshops, college and career field trips opportunities. The students will be exposed to these various opportunities and campus staff will have a chance to speak to student on the importance of attending school and obtaining a high school diploma. The grant will fund these supplemental activities that may be enriching experiences for the coded students. These opportunities will also help motivate students to pursue post-secondary and career pathways.

2. Provide a description of the extent to which: A) The application reflects coordination/collaboration with other local and state agencies that serve homeless children and unaccompanied youth. Include a list of agency, community, and LEA collaborators and a brief description of the proposed coactivities that will support implementation of the proposed grant activities, programs, and services; B) the proposed use of funds will facilitate the enrollment, identification, and educational outcomes of homeless children and unaccompanied youth; C) the extent to which the applicant will promote the meaningful involvements of parents or guardians of homeless children and youth in the education of their children; and D) The extent to which homeless children and unaccompanied youth will be integrated into the regular education program.

The District Homeless Liaison will continue to educate parents, guardians and families of identified homeless children on ways they can become more actively engaged in their child's education by inviting them to school and district events, educating them on district programs/initiatives and the academic progress of their child/children. The Homeless Liaison will work together closely with the transportation department to organize transportation services to school of origin and if necessary, to participate in extracurricular activities, keeping the best interest of all homeless students. The Homeless Liaison will continue collaboration with outside community agencies on various services available to our district homeless families. She currently participates in monthly meetings with the El Paso Coalition for the Homeless, communicates with the El Paso Center for Children, and assists families through the Coordinated Entry System, as some working examples.

The El Paso Coalition for the Homeless, which is the lead agency for the El Paso Continuum of Care, serves as a coordinating entity for numerous agencies that provide services to homeless populations. The Homeless Liaison partners with the Reach and Relieve Thrift Store, which provides vouchers to students for clothing items or any other needed items. The Homeless Liaison will appoint a school level contact at each of its campuses to ensure students are being identified and receiving services through the program. The Homeless Liaison develops a system with the PEIMS Coordinator to expedite immediate enrollment at campuses despite not having all required documentation ordinarily needed for registration. The Homeless Liaison provides annual McKinney-Vento training to all district staff through the on-demand annual required district training platform. The Homeless Liaison provides resources to district staff and support service referrals such as, counseling, housing, community programs to parents/guardians and unaccompanied youth, when requested or needed. The Homeless Liaison frequently reaches out to different organizations to obtain donations such as, blankets, heaters, and emergency food. The Homeless Liaison attends mandatory trainings.

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**9. Statutory Requirements (Cont.)**

3. Identify the types, intensity, and coordination of services to be provided in coordination with Title I, Part A, Homeless Reservations including: A) The process to review and develop the LEA's plan for coordinating services to support eligible homeless children and unaccompanied youth using Title I, Part A Homeless Reservations. Include the actual reservation for 2022 -2023 and the planned reservation for 2023 -2024 (**Complete the attached Title I, Part A and McKinney-Vento Program Coordination Chart**), and B) How the LEA determine its reservation amount for services to support homeless children and unaccompanied youth. Include how the LEA assists staff in understanding the LEA's policy or procedure to support homeless children and unaccompanied youth on all campuses regardless of the Title I status, use of these funds, and how the LEA addresses the needs of homeless children and youth in their district or campus improvement plan.

The district determines the coordination of services with the Title I, Part A, Homeless Reservations based on the number of homeless children and unaccompanied youth identified at the time the grant application is submitted. The final amount allocated for homeless children and unaccompanied youth is reviewed by the Chief Financial Officer, the Federal Programs Director, Homeless Liaison, Title I Coordinator and the Title I Clerk prior to the submission of the grant application. The Title I, Part A homeless reservation for the 2022-2023 school year was \$1,300.00 and for the 2023-2024 school year, it was \$3,000.00. The district needs assessment is conducted through the annual ESSA Consultation Stakeholder meeting. Campus needs assessments are conducted by campus personnel and will identify the areas of need in their respective campus plans for homeless students. All district staff/personnel are required to complete an annual training program on all district mandates and initiatives, to include the McKinney-Vento Homeless Assistance Act. The Homeless Liaison provides ongoing training opportunities to district and campus staff as needed. There are district policies and procedures to support homeless children and unaccompanied youth on all campuses, to include admission/enrollment, student attendance/truancy and disciplinary supports, and student support services such as, transportation to school of origin and access showers in school. The student handbook also provides information on the rights and protections for children and youth experiencing homelessness under the McKinney-Vento Assistance Act.

4. Provide a description of established LEA processes to develop, review and revise current LEA policies and procedures to ensure that its proposed grant activities, programs, and services will not isolate or stigmatize homeless children and unaccompanied youth. (**Complete the attached McKinney-Vento Policies and Procedures Chart**)

It is the policy of Clint ISD (FB Legal) to not to discriminate on the basis of race, color, religion, sex, gender, national origin, disability, age, or any other basis prohibited by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendment of 1972; the U.S. Department of Agriculture (USDA) regulations on nondiscrimination (7 C.F.R. Parts 15, 15a, and 15b), and Section 504 of the Rehabilitation Act of 1973, as amended. The district and its schools have policies and procedures in place to integrate all homeless students into the regular education program. Referrals to specific special programs (Special Education, GT, Section 504, Bilingual/ESL, and other programs) are made at the time of enrollment and throughout the school year. Campus administrators will ensure homeless children and unaccompanied youth are placed in appropriate programs to ensure proper placement for academic success. Homeless children and unaccompanied youth will be integrated upon enrollment into the regular education program in all Clint ISD schools. The Homeless Liaison incorporates in the McKinney-Vento staff training information on FERPA and confidentiality and treating students and families equitably. Overall, the Homeless Liaison ensures grant activities and services do not isolate or stigmatize homeless children and unaccompanied youth.

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**10. Program Requirements**

**Note to Applicants: Refer to the TEHCY Program Implementation Levels of Service and Support when addressing the four program requirements listed below.**

1. Provide a description of the process and procedures that are utilized to enroll, identify, and provide all three levels of TEHCY program services and support for homeless children and unaccompanied youth who are: A) Entering and/or returning to their schools from summer or holiday break, B) Experiencing homelessness after the school year has started, C) Are not currently enrolled or attending school, and D) Are eligible for early childhood and/or prekindergarten programs.

A Student Residency Questionnaire (SRQ) is required to be completed at the time of enrollment. The SRQ is used as a screening tool to identify students who may be living in a homeless/displaced situation. District and school staff are required to refer students who become displaced during the school year as well. Once the student is eligible for program services, the homeless coding will be carried for the full school year even if the student is permanently housed. At the end of the school year, the Homeless Liaison will work collaboratively with the school level contact to ensure parents, guardians and unaccompanied youth are contacted to review living situations and be able to ensure students continue receiving services, if eligible. For transportation purposes, the Homeless Liaison will contact parents/guardians and returning unaccompanied youth three weeks prior the start of the school year to re-assess eligibility in the program and transportation services, if needed. Homeless students who are entering and/or returning to their schools from summer or holiday breaks will follow the registration process. The Homeless Liaison will refer non-school aged children to an early childhood and/or prekindergarten program, if applicable. In a situation where a child is found not currently enrolled or attending school, all possible interventions will be made to enroll the child in the school setting. The Homeless Liaison provides an annual McKinney-Vento training to all staff to ensure all are familiar with the requirements and services these students are entitled to at our schools such as, immediate enrollment and the 30-day provisional clause. The training includes the procedures involved referring students to the McKinney-Vento Homeless program if they suspect a student is experiencing homelessness. The Homeless Liaison directs all campuses to post the public notice of the educational rights of homeless students (McKinney-Vento TEA Posters) in areas most frequently visited. The Homeless Liaison also ensures the district and all campus websites post information about local programs and services available to assist highly mobile families.

2. Provide a description of the annual McKinney-Vento professional development plan that is currently in place to increase awareness, support enrollment and identification, and increase staff capacity to respond to the unique educational needs of homeless children and unaccompanied youth. Include training dates, duration of training, who was trained/will be trained, and a summary of the training content and evaluation process. Include both external and internal professional development activities.

The Homeless Liaison tailors ongoing McKinney-Vento training on specific topics to relevant departments or campus staff to increase awareness, support enrollment and to respond to students unique educational needs. At the beginning of each school year, training for campus attendance clerks and administrators will include chronic absenteeism and truancy issues of homeless students, along with addressing disciplinary action; training with school nurses addressing hygiene issues and immunization needs; with campus and district PEIMS staff, training on lack of documentation processes when enrolling students; Training school counselors on identification, monthly check-in meeting information and connecting students to campus support systems and interventions. Our district requires mandatory annual training through the district on-demand online platform to be completed by the fall of each school year. All new employees are required to complete this training as well. The Homeless Liaison also provides a in-depth training to the school level program contacts the duration of the training is approximately an 4 hours. The training focuses on the identification and the Student Residency Questionnaire and how to outreach to guardians. Each school level contact has the opportunity to participate in different scenario situations and brainstorm possible ways to assist students in school. The Homeless Liaison provides district staff information on TEHCY training opportunities and webinars available through TEA and Region 19 Service Center. The homeless liaison continually provides information as needed to community individuals and agencies, as necessary.

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**10. Program Requirements (Cont.)**

3. Provide a description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for elementary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support: A) Attendance and engagement, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g. Special Education, English Learners, and Gifted and Talented), D) Bridging program support services, E) Assessment interventions and scores, F) Discipline interventions, G) Tutoring services, H) Supplemental academic programs, and I) Other programs or services.

The program will collaboratively work with the Counseling Department at all elementary campuses to ensure all homeless students are on track for grade level promotion. Once a month, all elementary counselors will meet with homeless coded students at each campus to review attendance, grades, and social emotional strengths and needs. The homeless liaison and district staff will ensure parents or guardians of homeless children get the opportunity to be actively engaged in the education of their child/children especially during parent-teacher conferences. The Director of School Counseling will include a monthly calendar to serve as reminder of the check-in meetings with students. The Homeless Liaison will be providing monthly student list reports all counselors. The Homeless Liaison will have access to pertinent documentation and be involved in collaboratively support academic needs to include feedback from teachers, administrators and specific program staff. The students will be individually evaluated and they will be referred to district programs based on identified needs. The Homeless Liaison will also reach out, if necessary, to district stakeholders to help coordinate any necessary interventions to support the student's academic progress. The Homeless Liaison guarantees equitable access to all of the district services to include Special Education, Communities in Schools, Bilingual Education, etc., for students by communicating with appropriate staff as deemed necessary. The homeless liaison will work together closely with the district transportation department to provide transportation services to school of origin and/or for students to participate in extracurricular activities keeping the best interest of the student. All Clint ISD students receive free lunch. The Homeless Liaison will contact the Child Nutrition Program to ensure students continue receiving free lunch. The homeless liaison will evaluate grant activities as addressed in the quarterly benchmarks.

4. A description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for secondary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support: A) Attendance, engagement, and truancy interventions, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g., Special Education, English Learners, and Gifted and Talented), D) Advanced placement and dual credit course work, E) Transcript review for appropriate full or partial credit, F) Credit recovery or credit repairs services, G) Assessment interventions and scores, H) Discipline interventions, I) Four-year cohort graduation, J) Graduation of all homeless students (e.g., current cohort, continuers and early graduates), K) College and career readiness programs and support services, L) Post-secondary transition plan, and M) Other programs or services.

The program will collaboratively work with the Counseling Department to ensure students are progressing academically. Once a month, all high school counselors will meet homeless coded students and review and discuss attendance, grades, and social emotional strengths and needs. High school counselors will review individual graduation plans to include endorsements and/or Program of Study, credit attainment, and whether or not the student is on track to graduate with their class cohort. If the student is not on track to graduate with their class cohort the counselor will recommend a plan which may require students to participate in a credit recovery program. On a yearly basis the College Readiness Facilitator or other program staff will meet with students to discuss their post secondary plan. During the FAFSA application process the Homeless Liaison will provide unaccompanied homeless youth a verification letter to assist with Federal Financial Aid. The homeless liaison and district staff will ensure parents or guardians get the opportunity to be actively engaged in the education of their child/children especially during parent-teacher conferences. Those students that are unaccompanied homeless youth will follow a different process in which the Homeless Liaison will contact teachers to address any concerns prior to parent-teacher conference and a meeting with student will be scheduled, if necessary. The Homeless Liaison will also reach out, as deemed necessary, to district stakeholders to help coordinate any necessary interventions to support the student's academic progress. The Homeless Liaison guarantees students have equitable access to all of the district services to include school-of-origin transportation, Special Education, Bilingual Education, Child Nutrition Program etc.

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**11. Equitable Access and Participation**

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this grant.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this grant.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group MKV Guardians Barrier Transportation to school events and/or grant activities

Group MKV Guardians Barrier Declining supports and resources

Group MKV Guardians Barrier Not updated required demographic information

Group Barrier

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**12. Request for Grant Funds**

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. During negotiation, you will be required to budget your planned expenditures on a separate attachment provided by TEA.

**Payroll Costs**

1.	Extra duty for staff beyond regular contracted duty hours	\$2,000
2.	Employee benefits associated with extra duty pay	\$50
3.		
4.		
5.		

**Professional and Contracted Services**

6.	ESC Region 19 Service Center for student and staff PD	\$4,700
7.	Other contracted services for other student and staff PD	\$1,000
8.		
9.		
10.		

**Supplies and Materials**

11.	Miscellaneous school supplies	\$1,300
12.	Reading materials	\$1,200
13.	Hygiene products (15% of grant), allowable household items and household hygiene items	\$2,382
14.	Emergency clothing	\$300

**Other Operating Costs**

15.	Educational Student Field Trips	\$4,500
16.	Travel for Employees for possible mandatory grant trainings/conferences	\$3,000
17.	Hospitality for students participating in grant activities or field trips	\$1,000

**Capital Outlay**

18.		
19.		
20.		

Direct and indirect administrative costs: \$1,355

**TOTAL GRANT AWARD REQUESTED: \$22,787**

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Adjustments on this page have been confirmed with \_\_\_\_\_ by \_\_\_\_\_ of TEA by phone / fax / email on \_\_\_\_\_.

**Appendix I: Negotiation and Amendments**

Leave this section blank when completing the initial application for funding.

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page of the TEA website and may be emailed to [competitivegrants@tea.texas.gov](mailto:competitivegrants@tea.texas.gov) Include all sections pertinent to the amendment (including budget attachments), along with a completed and signed copy of page 1 of the application. More detailed amendment instructions can be found on the last page of the budget template.

*You may duplicate this page.*

For amendments, choose the section you wish to amend from the drop down menu on the left. In the text box on the right, describe the changes you are making and the reason for them.

Always work with the most recent negotiated or amended application. If you are requesting a revised budget, please include the budget attachments with your amendment.

Section Being Negotiated or Amended	Negotiated Change or Amendment
<input type="text"/>	
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